



Division of Information Resource Management

Project Identification Code: DIRM-24

Project Leader: Sarah Brooks

For Period 02/02/04 through 02/06/04

PROJECT DESCRIPTION:

The Scope of this project is to develop a detailed set of business/functional requirements for the Division of Public Health (DPH); the Division of Mental Health, Developmental Disabilities, and Substance Abuse Services (DMH/DD/SAS); and the Office of Research, Demonstration, and Rural Health Development (ORDRHD). These requirements can be subsequently used as the basis for implementing a new, fully automated health information system(s) (HIS) to accommodate DPH, DMH/DD/SAS, and ORDRHD business needs. The deliverables produced under this Scope Statement are the early steps in the lifecycle development of a new HIS. DHHS will determine an implementation strategy and schedule after the requirements are fully defined. Implementation could occur in phases and could result in multiple integrated systems rather than one large system.

PROJECT STATUS:

PCG continues to refine the Division-specific functional requirements documents for the HIS. PCG has received comments on Version 1.3 of the Division-Specific requirements and has incorporated them into the next version of the document.

PCG will deliver updated division-specific HIS Functional Requirements on Monday February 9th

In the next project period, PCG will work on the following:

- Deliver Version 1.4 of Division-Specific requirements document on February 9, 2004
- Receive Comments on Version 1.4 – Intake and Eligibility Determination
- Make updates to the Division-Specific HIS Functional Requirements for delivery February 23rd
 - Meet with identified Division staff and stake holders to detail Client Care Management and Service Delivery
 - Incorporate State Comments received on V 1.4 Intake and Eligibility Requirements and Interface Requirements
- Prepare for Feb 18th Oversight Committee Meeting

ACCOMPLISHMENTS THIS PERIOD:

- Phone meetings with ORDRHD local Network staff to refine requirements
 - Cindy Oakes – Feb 4th
- Phone meetings with state Division Leads to review feedback
 - Joy Reed and Ann Nance - DPH
- Updates to Draft requirements documents
 - Comments from State Incorporated into V1.4
 - Additional Requirements gathered from stakeholders incorporated into V1.4 for each Division

PLANS FOR NEXT PERIOD:

- Meet as necessary for detailing Client Care Management and Service Delivery Requirements
 - Meet with Epidemiology Staff – Wed Feb 11th at 11 a.m.
- Incorporate State Feedback from Division Specific HIS Requirements V 1.4
- Update Division Specific HIS Requirements V 1.4 based on comments received from State and meeting outcomes
- Deliver updated Version 1.5 of Division Specific HIS Functional Requirements Document on Feb 23rd 2004
- Prepare for Oversight Committee Meeting on Feb 18th

OPEN ISSUES:

- See attached Issues Log

STATUS REPORT DISTRIBUTION LIST:

- **To:** Sarah Brooks/DIRM, Joy Reed/DPH, Rebecca Carina/DMH/DD/SAS, Jeff Harris/ORDRHD, Torlen Wade/ORDRHD, Betty Cogswell , Gary Imes/DMH/DD/SAS, Karen Lumsden/DIRM, Joe Owens/DIRM, Ann Nance/DPH, Michael Schwartz/DMH/DD/SAS, Angela Taylor/DIRM
- **Cc:** Garland Kemper/PCG